**Lukasz Kalicki**

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**EDUCATION**

**Southern Connecticut State University** New Haven, CT

Bachelor of Science Degree in **Sociology**    **Sep.** **2007 – Dec. 2011**

Honors: Dean’s List (Fall 2010, Fall 2011)

GPA: 3.2

**WORK EXPERIENCE**

**Government Employees Insurance Company (GEICO)** Connecticut

*Auto Damage Claims Adjuster* April 2017-Present

* Handled Customers Auto damage Claim from beginning to end, making sure claim was completed in a timely manner to customer satisfaction. Certified in Auto damage, motorcycle, and RV.
* Ensured auto parts and service providers were paid in a timely manner.
* Handled State of Connecticut Total loss claims, ensuring state regulations were followed and customer was fairly compensated for their property.
* Managed business to business relationships with body shops, rental companies, part vendors, law firms, total loss retention facilities to ensure efficient claim handling.
* Researched and acquired necessary parts pricing to ensure compliance with company and state regulations.

**Institute of Professional Practice**  Stratford, CT

*ABA Therapist*   *Aug. 2014 – April 2017*

* Collaborated with teachers and instructional assistants to promote an engaging learning environment for students
* Facilitated educational advancement for assigned students through direct instruction and precision teaching
* Implemented school-wide behavior management system when necessary
* Observed and collected social and behavioral data and prepared for visual display

**Lord Chamberlain Nursing and Rehabilitation Center** Stratford, CT

*Security Officer*  May 2013 – April 2017

* Monitored the security of the facility through patrols and video surveillance
* Responded appropriately to breaches in security and corrected them promptly by following company protocol
* Conducted required drills when directed by upper management to ensure procedure compliance
* Communicated and worked with fellow staff to promote a safe environment for optimal patient rehabilitation

*Head/Assistant Cook*  April 2008 – May 2013

* Promoted cooperation in the kitchen to increase efficiency in food production
* Monitored food supply and replenished when necessary
* Prepared food items for patients and staff in a prompt manner, while maintaining food safety measures
* Practiced safety measures in the kitchen to prevent any injuries

*Dietary Aide*    Nov. 2005 – April 2008

* Delivered meals to patients and ensured all their needs were met
* Communicated with dieticians to determine appropriate dietary measures for patients
* Motivated team members to keep up enthusiasm and maintain positive attitudes
* Assisted fellow kitchen staff with tasks when necessary

**ADDITIONAL SKILLS/CERTIFICATIONS**

**Certifications/ Licenses:** State of Connecticut Notary Public, I-CAR platinum Certified.

State of Connecticut MVPD Appraiser, State of Connecticut Casualty Adjuster. Certified Auto damage, motorcycle and RV adjuster.   
Competent in: CCC1 estimating software,Microsoft word, Microsoft Excel, Microsoft PowerPoint, STATE and SPSS statistical program

**LANGUAGES**

**Languages Spoken:** Polish (fluent), Spanish (conversational)